

**CITY OF HIALEAH  
CERTIFIED FIRE FIGHTER/PARAMEDIC**



**\$45,044.42 – 80,375.99 Yearly**

Applications for the position of **State of Florida Certified Fire Fighter/Paramedic** will be accepted from **April 8 - 19, 2013.**

**MINIMUM REQUIREMENTS:**

- Be a minimum of 18 years of age
- Be a U.S. Citizen or Legal Resident Alien
- Have a high school graduate or have a GED from an accredited institution
- Have a valid State of Florida driver license
- Be of good moral character
- Have no felony or misdemeanor conviction involving perjury or false statements
- Have no dishonorable discharge from any of the Armed Forces of the United States
- Must be a non-smoker and non-user of tobacco or tobacco products for at least one year immediately preceding application
- Be a Florida licensed Paramedic; or be currently enrolled in the last semester of a Paramedic program, and obtain a Florida Paramedic license prior to appointment
- Be State of Florida Fire Fighter II Certified
- Must have successfully completed the **Physical Ability Test (PAT)** or the **Candidate Physical Ability Test (CPAT)** – Note: Date of CPAT/PAT must not exceed 12 months prior to date of orientation (to be determined)

**APPLICATION INSTRUCTIONS**

1. Read the Fire Fighter **job description** and **Traffic Driving History Guidelines** to ensure that you meet the minimum requirements which are available on our website ([www.hialeahfl.gov](http://www.hialeahfl.gov));
2. Download from our website and complete the **Employment Application for Fire Fighter/Paramedic**; (Applications are also available at the Human Resources Dept., located at 501 Palm Avenue, 3<sup>rd</sup> Floor, Hialeah, FL)
3. If applicable, complete the Veterans' Preference Claim section of the Employment Application;
4. Interested individuals, meeting the minimum qualifications, must present themselves in person to the City of Hialeah Human Resources Department, located at 501 Palm Avenue, 3<sup>rd</sup> Floor, Hialeah, FL from April 8 – April 19, 2013, between 7:30 a.m. and 4:00 p.m., with the following:
  - a. Fully completed Certified Fire Fighter/Paramedic **application and one (1) copy**; and the **original** and **two (2) copies** of the following documents:
    - Birth certificate (minimum 18 years of age);
    - Proof of U.S. citizenship or residency;
    - High school diploma or equivalent from an accredited institution; and higher education documentation (sealed transcripts), if applicable;
    - Social Security card;
    - DD214 (if prior U.S. military service)
    - Current driver license from any state (during background process a State of Florida valid driver license must be presented);
    - State of Florida Fire Fighter II Certificate;
    - Paramedic Certificate; or proof of last semester enrollment; and
    - PAT or CPAT passing results

**Application packets missing any of the above listed required documents will not be accepted.**

Applicants meeting the minimum job and driving history requirements will be scheduled to attend an orientation session where additional information will be provided regarding the City of Hialeah's hiring process and civil service examination.

The City of Hialeah is an equal opportunity/drug free employer and does not discriminate on the basis of an individual's race, ethnicity, sex, condition related to sex (pregnancy), color, religion, national origin, age, disability, marital status, familial status, citizenship, intending citizenship status and/or sexual orientation. The City of Hialeah will provide reasonable accommodations, due to any disability, for all applicants and employees. To request this material in accessible format, sign language interpreters, information on access for persons with disabilities, and/or any accommodation to review any document or participate in any City sponsored proceeding, please contact 305-883-5820, five days in advance, to initiate your request. TTY users may also call 711 (Florida Relay Service). Please let us know if you require any special accommodations before any test and/or interview.